

BAAQMD Employees' Association

375 Beale Street Suite 600

San Francisco, CA 94105



“Final EA Board Meeting Minutes approved by the BAAQMD EA Board on April 6, 2022”

3/2/2022 EA Board Meeting

1. Meeting called to Order (6 board members constitute a quorum)—1205pm starts
 - a. Roll Call
 - i. Grace Leung (Steward)
 - ii. Jack Connor (Vice President)
 - iii. Jimmy Cheng (Steward)
 - iv. Julius Li (Steward)
 - v. Richard Lam (Recording Secretary)
 - vi. Monte DiPalma (Steward)
 - vii. Kennieth McKellar (President)
 - viii. Raymond Salalila (Steward)
 - ix. Chris Coehlo (Corresponding Secretary)
 - x. Will Saltz (Guest)
 - xi. Raseam Wroten (Steward)
 - xii. Absent Board Members
 1. Andrea Academia (Treasurer)
 2. Joseph Muehleck (Steward)
2. Adoption of Previous Minutes
 - a. Minutes sent out on 2/13/22
 - i. Motion to approve minute by Jack
 - ii. Chris seconds
 - iii. Ayes have it, 0 nays
3. Finance Update
 - a. 440K balance
 - b. 1096 and 1099 tax form ordered, and should be ready next week

- c. Due suspension discussion
 - i. Jack: Should we want to suspend dues?
 - ii. Ken: How long should we suspend dues
 - iii. Chris: suspend dues until we felt the need to reintroduce dues
 - iv. Jack: good idea to suspend dues, once we learned how much each pay period dues will add to the balance
 - v. Tabled until next meeting
- 4. Meet and Confer Update
 - a. Class study
 - b. Will Saltz
 - i. Voluntary covid testing, starting with M&M
 - 1. For staff van-pooling together in M&M
 - 2. Asked district for testing kits for voluntary testing
 - 3. Optional, no repercussion
 - ii. Remote work task force: be tasked with covid testing
 - 1. Chris is concerned about remote work task force taking over covid testing. Ken explains that this maybe a task carried out by multiple parties working together
 - 2. Remote work task force provides feedback, then HR implements it
 - 3. Concerned about the dwindling number of members in the remote work taskforce
 - iii. Terry from HR: Set up an app for setting remote work policies (days coming into office)
 - iv. Future topic (once we are back in the office): utility stipend. The stipend and hazard pay will end once we return to office. EA is ok with hazard pay being terminated, but utility stipend EA would need to discuss that internally
 - 1. HR will provide utility stipend quarterly until the emergency period is over
 - v. In a previous work meeting, one of the manager asked the employee to have the camera on during the zoom call. The employee felt intimidated and brought the issue to meet and confer. The district pushed back. May need to work on policies to deal with having cameras on during work meeting
 - vi. EA is ok with the add/delete
 - vii. Accounting series: equity adjustment. Modification to minimum qualification. Air District backtracked on class study on the accounting series. Back and forth on how many series we can study. District selected 2, MOU says each party can select 3. There is a vote within EA right now, and will close on Thursday.
 - 1. Jack asked about the one-off positions (toxicologist), as these folks are kind of left in the dust. They are overdue for a class study.
 - 2. Can we do more class study (aka HR do more work), this is still up in discussion

3. HR said that they can do the class study internally
 4. EA wants a written agreement with HR if the reclass process doesn't follow the stated procedures (using outside consultant). HR is very uncomfortable about the EA sitting in during the meeting by the outside consultant
 5. HR is getting vibes that EA doesn't trust them in this process
 6. Chris thinks that since we can review the product before it is finalized, we should let HR do the reclass study, and Monte concurs with that
 7. Ken wants to be able to part of the process to doublecheck the work of HR, and increased transparency of the process
 8. Will thinks that it will be important for EA members involve in this process to make sure the class study process is transparent
 9. Jack thinks that it is important to get the work correct early in the process, and have accurate representation in the process
 10. MOU weakness: class studies do not guarantee compensation analyses. Best practice: need to do both at the same time. Something EA needs to push
 11. Air District did a salary survey, but they did not implement results, possibly because it would require Y-rating (even though it is the right thing to do). This was 5 or 6 years ago, according to a off-the-record conversation.
 12. 4 years ago, Jack B was told by 2 Board of Directors to do salary surveys.
 13. MOU stated that we will get pay cut if compensation study shows that certain unit is overpaid.
 14. Jack: with outside consultant, then HR can focus on the one-off position analysis
 - viii. FLSA exempt positions: some employees have issues with it
5. New Business
 - a. Propose new minute approval procedure
 - i. Ken, Jack, and Richard meet to discuss better process
 - ii. Richard will send Jack and Ken the minutes within a day
 - iii. Approval from Jack and/or Ken
 - iv. Sent it out to everyone via email/google drive
 - v. Google form for people to vote
 - vi. 6 yes, minutes are approved
 - vii. 1 nay or more, then automatic discussion in the next meeting
 - viii. Need to check on Roberts rule to make sure it is ok—okayed according to Will
 - ix. Will explain the process to general membership for the next meeting
 - b. Chris: issue with AQS reclass rollout—working on it now
6. Public Comments
 7. Adjournment—1258 pm

Approval:



Kenneth McKellar, President



Richard Lam, Recording Secretary